

MARINE CORPS ORDER 1510.121A

From: Commandant of the Marine Corps
To: Distribution List

Subj: MARINE CORPS COMMON SKILLS (MCCS) PROGRAM REVISED

Ref: (a) MCO 1510.89B (MCCS Vol. I, revised)
(b) MCO 1510.90A (MCCS Vol. II, revised)

Encl: (1) Functional Learning Center (FLC) and MCCS Task
Alignment

1. Purpose. To provide information, policy intent, and execution instructions for the Marine Corps Common Skills (MCCS) Program.

2. Cancellation. MCO 1500.51A, MCO 1510.89A, MCO 1510.90, MCO 1510.97, MCO 1510.99.

3. Background. The missions assigned to the U.S. Marine Corps require all Marines to possess basic common skills. This process started with the use of Essential Subjects Training EST books. Later, the Marine Corps adopted the Marine Battle Skills Training (MBST) series of flip-open books. The purpose of Essential Tasks List (EST) and MBST is to support the following Individual Training Standards (ITS) orders: MCO 1510.51 (MBST Vol. II/Cpl. - GySgt.), MCO 1510.97 (9910 ITS/Lt. - W.O.), and MCO 1510.99 (Core Competencies/Capt.). The result of this system is overlapping task lists. The new system must have a common set of training tasks that teaches the same basic skills required of a Marine to enlisted personnel and officers alike. The MCCS program is a system of ITS directives that provide progressive, building block skills expected of all Marines throughout the progression of their careers. The ITS contained in the references represent those common entry level and sustainment level skills required of all Marines. MCCS directives will annotate those common skills aligned to specific grades. The MCCS provide a foundation upon which unit commanders, Formal Schools, and Distance Learning (DL) developers build training packages for individual Marines as part of unit training or formal courses of instruction and continuing education.

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4. Directives of MCCS.

a. The ITS in reference (a) identifies the skills required of all Marines regardless of rank. As such, these skills are introduced in entry-level training and form the basis for annual training/evaluation.

b. Reference (b) provides the rank specific (ITS) for Non-Commissioned Officers, Staff Non-Commissioned Officers, and Officers.

c. The three continual stages of MCCS are:

(1) Entry Level Training (ELT). Entry level training enclosure (1) identifies the alignment of ITS found in reference (a), Introduction and sustainment of skills common to all Marines regardless of rank. The focus of ELT is for Marines to demonstrate mastery of skill based tasks that are non-MOS specific.

(2) Sustainment Training. The sustainment of skills common to all Marines regardless of rank. Maintained through annual training and evaluation. This includes the written Performance Evaluation, General Military Skills (GMS) test, and the practical application of Marine Corps Common Skills (MCCS) training. When conducting sustainment training, Marines are evaluated in the application of increasingly complex skill based tasks. Knowledge-based tasks are also evaluated relative to the duties and responsibilities of Marines based on seniority and experience. The basis for these tasks are still non-MOS specific.

(3) Continuing Education. The training and education that support continuing education are conducted in various formal schools supported by Education Command. The focus is to develop an understanding of the application of knowledge-based tasks. Additionally, on-the-job training and correspondence/distant learning provide a means to facilitate continuing education.

(4) Enclosure (2) depicts the logical progression of the training cycle for a Marines career.

5. Policy

a. Every Marine regardless of MOS will be taught the common skills needed to fight and win on today's battlefield.

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b. Common skills proficiency is an integral part of every Marine's performance of duty. Commanders will consider a Marine's common skills proficiency when assigning proficiency marks and writing fitness reports.

c. Entry-level MCCA are the basis for ELT and sustainment training. This training will be conducted in accordance with a program of instruction approved by Commanding General, Training Command. Sustainment Training is the responsibility of commanders at all levels and will be incorporated into unit training plans.

6. Pillars of MCCA

a. Sustainment Training is the continuous reinforcement of common skill tasks throughout a unit's training program. MCCA Handbooks, developed by the Marine Corps Institute (MCI), will be based on the ITS in reference. These books are to be utilized as job aids to assist in the preparation for and conduct of sustainment training and will contain all common skill tasks. All Marines [Private - Gunnery Sergeant, Warrant Officer 1 - Chief Warrant Officer 2, 2nd Lieutenant - Captain] will conduct sustainment training and be evaluated annually on the mastery of common skills. All units, both in the operating forces and supporting establishment, except those units exempted in paragraph (e) of this order, will conduct MCCA training annually.

(1) Private - Sergeant are required to take a Performance Evaluation, GMS exam, or a combination of both and complete MCCA training annually.

(2) Staff Sergeant - Gunnery Sergeant, Warrant Officer 1 - Chief Warrant Officer 2, 2nd Lieutenant - Captain with less than 15 years of active duty service, are required to take a Performance Evaluation, GMS exam, or a combination of both and complete MCCA training annually. A Limited Duty Officer (LDO) Captain is not required to conduct annual MCCA training.

b. GMS testing and evaluation will be accomplished through use of the MCI test booklet. The test may be administered in a written or performance-base format. A minimum score of 80% is required to obtain mastery of the GMS test. Marines who fail the test will be provided remedial instruction in those areas found deficient and retested. GMS test scores will be reported to the Marine Corps Total Force System (MCTFS) for those Marines listed in paragraph 4a, and will not be used

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in the computation of composite scores for promotion to the ranks of Corporal and Sergeant. However, they will be considered when assigning proficiency marks for Corporals and below, and in fitness reports for Sergeants and above. The weight of the GMS test may not be more than .1 (1/10 of one point). The .1 will be added to a Marine's overall proficiency mark if the Marine passes the GMS test on the first attempt (80% or better). Comments in Section I on fitness reports regarding performance for sergeants and above are appropriate. This input will provide the commander the capability to retrieve data and information on Marines assigned to their commands.

c. Performance evaluation (practical application) is the preferred method of conducting performance-based MCCA tasks to standard. Tasks that cannot be reasonably performed or evaluated due to non-availability of equipment, ranges/training areas, or ammunition may be evaluated using the knowledge-based test (GMS) constructed by MCI.

d. The Inspector General, Marine Corps (IGMC) will evaluate major subordinate command compliance with the intent of this order.

e. The following types of units are not required to conduct MCCA training:

(1) Formal Schools - are not required to conduct annual MCCA training/testing to their students.

(2) In locations where access to weapons, equipment, and suitable training areas is limited are not required to conduct annual MBST training. Drill instructors filling authorized 8511 billets, MCCA instructors at the MCRD's and instructors at the SOIs are exempt from the annual MCCA requirements with the approval from their Commanders.

f. Commanding Generals have the authority to waive GMS and/or MCCA training for 1 year. For separate organizations, waivers must be obtained in writing from Commanding General, Marine Corps Combat Development Command (C 469).

7. Action

a. IGMC. Inspect and evaluate major subordinate commands/independent units and activities (as listed in MCO 5040.6) for compliance with the intent of this order.

b. Commanding General, Training and Education Command

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(1) Ensure that MCCA handbooks are published in sufficient quantity to comply with the distribution plan. Handbooks can also be found on the MCI website for download and printing (<https://www.mci.usmc.mil/>).

(2) Review ITS orders, MCCA handbooks, and testing material annually and update, as required.

(3) Review and approve the programs of instruction for MCRD, OCS/NAVACD, MCT, ITB, and TBS every three years and ensure compliance with this order.

c. Commanding Generals. Ensure command's training policy adheres to guidance set forth in this order.

d. Commanders

(1) Plan, conduct, and evaluate MCCA training and testing in accordance with the policy contained in this order.

(2) Request waivers, in accordance with paragraph 6e of this order, when mission and resources prevent compliance.

(3) Consider MCCA mastery/non-mastery scores when assigning proficiency marks to corporals and below and when writing fitness reports for sergeants and above.

(4) Ensure proficiency is maintained in individual skills in accordance with the tasks and standards listed in the reference.

7. Reserve Applicability. This Order is applicable to the Marine Corps Reserve.

T. S. JONES
By direction

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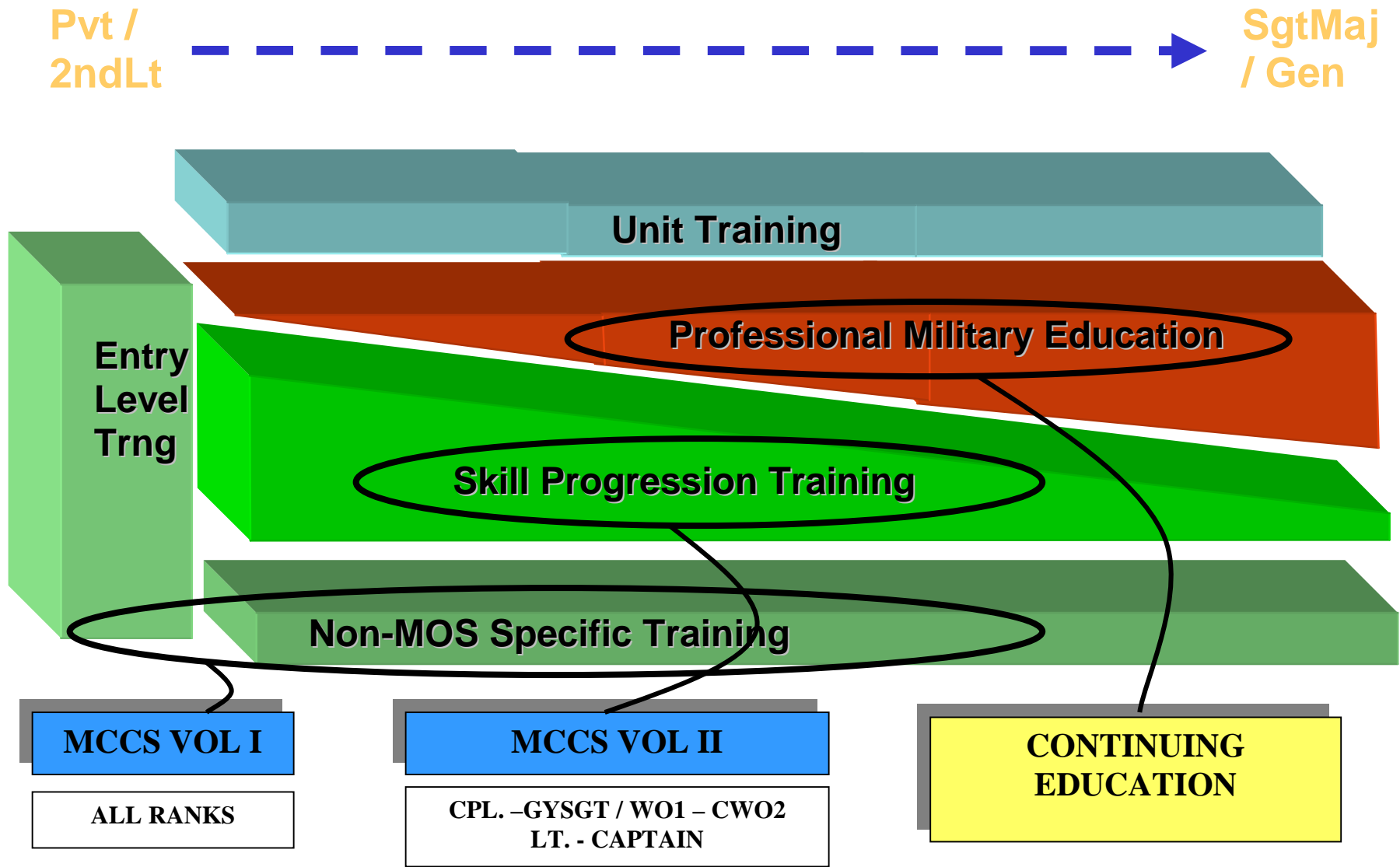
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Functional Learning Center (FLC) and MCCA Task Alignment

DUTY AREA	TASKS	MCRD's	MCT	ITB	OCS	TBS	NAVACD
01 Military Just. and Law of War	9	All			All	All	All
02 MC Org, Hist, Cust, & Court	9	All			All	All	All
03 Close Order Drill	3	All			All		All
04 MC Uniform, Cloth, & Equip	9	All			All	All	All
05 MC General Leadership	1	All			All		All
06 Substance Abuse	5	All			All		All
07 Troop Information	16	All			2,5-8, 14-16	1,3,4, 9-13	2,5-8, 14-16
08 MC Leadership	4	All				All	
09 Force Protection & Interior Guard	8	All			1-5	5-8	1-5
10 Code of Conduct	3	All			All		All
11 Individual Weapons	19	1-11	12-19	12-19	1,2	3-19	1,2
12 Crew Served Weapons	1		All	All		All	
13 Scouting and Patrolling	7	1	2-7	2-7	1,7	All	1,8
14 Tactical Measures, Offensive	3		All	All	All	All	All
15 Tactical Measures, Defensive	3		All	All		All	
16 Munitions	4		All	All		All	
17 Combat Conditioning and Continuing Actions	9	1-6, 9	1,2,7,8	1,2,7,8	1-6	7-9	1-6
18 Land Navigation	4		All	All	All	All	All
19 Communications	2		All	All		All	
20 NBC Defense	12	2,3	1, 4-12	1, 4-12		All	
21 First Aid	8	All				All	
22 Physical Fitness	1	All	All	All	All	All	All
23 Martial Arts	16	All			1-7	8-16	1-7
24 Combat Water Survival	1	All				All	

Enclosure (1)

PHILOSOPHY OF MCCS



Enclosure (2)